

ASSIST and KCMP (Kentucky Continuous Monitoring Process)

October 1, 2012

The [AdvancED](#) Adaptive System of School Improvement Support Tools (ASSIST) is a tool for developing and monitoring CSIPs (Comprehensive School Improvement Plans) and CDIPs (Comprehensive District Improvement Plans) as well as Program Reviews. ASSIST contains processes for needs assessment and allows schools to streamline and enhance their efforts to boost student achievement. It provides a single source for the development, implementation and monitoring of district improvement plans.

As you are probably aware, districts that complete their Comprehensive District Improvement Plan (CDIP) in ASSIST will not be required to complete a separate Kentucky Continuous Monitoring Process (KCMP) plan. *That is, the process of planning for students with disabilities will be done as part of the district's comprehensive improvement planning.*

All information on building comprehensive school and district improvement plans, including archives of recent webinars and a timeline for school improvement planning, can be found at:

<http://www.education.ky.gov/KDE/Administrative+Resources/School+Improvement/Comprehensive+Improvement+Planning/>.

With regard to the district improvement planning process, you, as the Director of Special Education, should:

- 1) Be an active, involved member of your district's improvement planning team. You may suggest other individuals to be on the team based on their roles for students with disabilities and previous participation in your district review team.
- 2) Share processes that your review team has found to be successful around improvement planning for students with disabilities.
- 3) Review district data for students with disabilities. It is our hope that these data will ultimately be available within the ASSIST platform but, for this year, we will be sending you a spreadsheet that provides you with the data you are used to seeing in KCMP. Share these data with your district planning team and help guide them through an analysis of this information.
- 4) Provide the district improvement planning team with the investigative questions from the ASSIST *Special Education Guidance Document* to help in identifying root causes for the district's performance.
- 5) Provide the district improvement planning team with suggested activities from the ASSIST *Special Education Guidance Document*. This guidance document will soon be posted on the ASSIST webpage mentioned above.

I hope this information is helpful as you engage in improvement planning for students with disabilities in your district. If you have questions or need support, please contact your Regional Director of Special Education (i.e., Special Education Cooperative Director), or [Johnny Collett](#) at (502) 564-4970.